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# WDTIP Bulletin

Date: October 31, 2001

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## WDTIP Conversions

In September 2001, **Imperial** and **San Bernardino** Counties successfully converted their data into TRAC (Tracking Recipients across California). These counties join the other forty-four counties in sending daily files to be processed in WDTIP. As a result of the conversion, the records for Imperial and San Bernardino Counties, along with the records from the forty-four previously converted counties, contain data from the county systems. This insures that at the time of conversion, the TRAC database is a true replica of the source system.

## Tentative WDTIP County Data Conversion Schedule

The current list of tentative conversion dates, provided by each county/consortia is included in the table below.

If you have any questions regarding the following conversion schedule, please contact Gloria Takagishi at (916) 229-3089 (email at [gtakagishi@sid.hhsdc.ca.gov](mailto:gtakagishi@sid.hhsdc.ca.gov)).

## WDTIP Conversion Schedule – As of October 31, 2001

<b><i>County/Consortia</i></b>	<b><i>Source System</i></b>	<b><i>Estimated Conversion Date</i></b>
Yolo	WCDS	Converted
Ventura	County	Converted
Sonoma	WCDS	Converted
San Mateo	WCDS	Converted
Tulare	WCDS	Converted
San Francisco	WCDS	Converted

<b><i>County/Consortia</i></b>	<b><i>Source System</i></b>	<b><i>Estimated Conversion Date</i></b>
Placer	WCDS	Converted
Solano	WCDS	Converted
Orange	WCDS	Converted
Alameda	WCDS	Converted
Santa Barbara	WCDS	Converted
Contra Costa	WCDS	Converted
Lake	ISAWS	Converted
Mariposa	ISAWS	Converted
Tehama	ISAWS	Converted
Plumas	ISAWS	Converted
Calaveras	ISAWS	Converted
Sutter	ISAWS	Converted
Siskiyou	ISAWS	Converted
Santa Clara	WCDS	Converted
San Benito	ISAWS	Converted
Glenn	ISAWS	Converted
Napa	ISAWS	Converted
Colusa	ISAWS	Converted
Santa Cruz	WCDS	Converted
San Diego	WCDS	Converted
Yuba	ISAWS	Converted
Trinity	ISAWS	Converted
Nevada	ISAWS	Converted
Madera	ISAWS	Converted
San Luis Obispo	WCDS	Converted
Shasta	ISAWS	Converted
Sierra	ISAWS	Converted
Butte	ISAWS	Converted
Alpine	ISAWS	Converted
Merced	County	Converted
Lassen	ISAWS	Converted
El Dorado	ISAWS	Converted
Inyo	ISAWS	Converted
Humboldt	ISAWS	Converted
Mono	ISAWS	Converted
Sacramento	WCDS	Converted
Riverside	County	Converted
Monterey	ISAWS	Converted
Imperial	ISAWS	Converted
San Bernardino	County	Converted

<b><i>County/Consortia</i></b>	<b><i>Source System</i></b>	<b><i>Estimated Conversion Date</i></b>
Fresno	WCDS	Pending*
Del Norte	ISAWS	Pending
Kern	ISAWS	Pending
Los Angeles	LEADER	Pending
Amador	ISAWS	Pending
Mendocino	ISAWS	Pending
San Joaquin	ISAWS	Pending
Marin	ISAWS	Pending
Kings	ISAWS	Pending
Modoc	ISAWS	Pending
Stanislaus	County	Pending
Tuolumne	ISAWS	Pending

\*New Date TBD

## WDTIP System Functionality

### **Recipients Approaching Time Clocks Report Has Mislabeled Columns**

If you are not in an ISAWS county, and you have been reviewing your Recipients Approaching Time Clocks Report, then you might have noticed something strange. The column that is supposed to indicate that a person has received 54 months of CalWORKs may be marked with a “Y.” However, it’s not possible for an individual to have ticked the CalWORKs-60 clock 54 times yet.

The column that indicates individuals are on month 54 of the CalWORKs 60 (CW60-54) month clock is mislabeled. The column is actually indicating individuals that are on month 58 of the TANF 60 month clock (TF-60-58). Conversely, the column indicating individuals who are on TF60-58, is actually indicating individuals that are CW60-54; since no one has reached the 54<sup>th</sup> month of CalWORKs yet, this column will be blank. This is the case for the individual detail and the summary information in the Approaching Time Clock Limits report. However, this issue does not affect the other monthly reports from WDTIP.

**Are the existing reports useless?** No. If you understand the issue, then you should be able to use the reports for their intended purpose. When reviewing reports sent to non-ISAWS counties, remember that the labels for the CW60-54 and the TF60-58 are swapped. Adjust your analysis accordingly. This is relevant for the reports sent on September 1, 2001, October 1, 2001 and November 1, 2001.

**When will this be corrected?** We anticipate that the correction will be in place for the reports that will be run on 12/1/2001.

**Why aren't the ISAWS reports affected?** The ISAWS programs that read the WDTIP reports were already adjusted to account for the problem. Changes to ISAWS programs will coincide with the WDTIP report changes to prevent any problems for ISAWS users when the corrected report formats are used in December.

**What changes will non-ISAWS counties need to make in order for their reports to be accurate starting 12/1/2001?** No changes should be required. The changes being made to the WDTIP report format is corrections that are consistent with the current program documentation.

If you have questions, please contact Sansula Williams at (916) 229-4474 or the *WDTIP Helpdesk* at **(877) 365-7378**.

### **New WDTIP Update Screens Coming In December**

The WDTIP team has spent a busy two months designing and building three new screens to enhance the TRAC system. These new screens will allow counties to enter historical client data (that may not be available in the county's source system) directly into TRAC. County workers will also be able to use the new screens to make data corrections that are difficult or impossible to do using the nightly batch file process. These new tools will make it much easier for workers to ensure that their clients have accurate, up to date time clock information in TRAC.

The new ***Update Program Participation (UPRG) Screen*** will allow users to add, modify, or delete program participation records for clients in their county. The new ***Update Program Exception (UPEX) Screen*** will allow users to do the same for a client's program exception data. In some instances, workers will need to enter new program or exception data for clients who aren't known to SCI. The new ***Add Individual (AIND) Screen*** was designed to address this issue. Users will enter the client's demographic information on this screen, and that data will be sent to SCI for CIN assignment through the nightly batch process. Once that process is complete, the user will be able enter new program participation and exception data for that client.

The WDTIP team is currently testing the new screens. A demonstration of the new screens was presented at the WDTIP Forum on October 30, 2001. County workers are participating in the user acceptance testing process that began in late October. Their positive feedback has helped enhance the usability of the

new screens. The new screens are scheduled to be in production on December 7, 2001.

To assist the counties in any training that will be required for the new functionality, an updated version of the User's Manual will be available on the WDTIP website on November 26, 2001.

### **Welfare-to-Work Enhancements**

The Welfare-to-Work (WTW) changes were implemented in late summer. If more than one county provides TRAC with a WTW plan sign date for an individual, and those dates are not the same, TRAC will use the date sent by the active county to calculate the 18-/24- month clocks. New WTW warning messages will be added to the daily exception file to alert a county when another county is sending in conflicting information about the WTW plan sign date for an individual in your county.

These new exceptions are currently transmitted to a few of the counties who are ready to receive the messages. WDTIP is waiting for confirmation from the other counties that they can process the new messages. If your county is prepared to process these new exceptions, please notify Gloria Takagishi, at (916) 229-3089 or by email at [gtakagis@sid.hhsdc.ca.gov](mailto:gtakagis@sid.hhsdc.ca.gov) or the *WDTIP Helpdesk* at **(877) 365-7378**.

Please check the WDTIP website for the latest version of the TRAC Reference document containing the new exception codes.

### **WDTIP System Training Environment Date Extended**

Just a reminder, all counties have the option of conducting their end-user training in the Production Region (TRAC) or the Training Region (TRAT) of the WDTIP system. In response to county requests, the Training Region will be available to accommodate county end-user training through June 30, 2002. If you have questions about the Training Region, the training data or the Region's availability, please contact the WDTIP Help Desk. The WDTIP **System Training Curriculum** is available for viewing or downloading at the Project's website.

### **WDTIP Production Status Notification**

The WDTIP Production Support staff has created a distribution list to send WDTIP production status to customers of the TRAC application. This information will be sent to county staff to notify them of a delay, change or scheduled

unavailability of the TRAC application. If you would like to be added to the list please contact the WDTIP Help Desk at the toll-free number **(877) 365-7378** or by e-mail at [WDTIP2@sid.hhsdc.ca.gov](mailto:WDTIP2@sid.hhsdc.ca.gov).

## **Communications**

The WDTIP website address is **[www.wdtip.cahwnet.gov](http://www.wdtip.cahwnet.gov)**. If you have any questions, we are available from 8:00 a.m. to 5:00 p.m., Monday through Friday. The WDTIP Help Desk toll-free number is **(877) 365-7378**. Our fax number is (916) 229-4487. WDTIP staff phone numbers and e-mail addresses are in the Contact section on the WDTIP website.

## **Other**

If you have ideas for functional items you would like to see included in the monthly WDTIP Bulletin, please contact Gloria Takagishi at (916) 229-3089 or by e-mail at [gtakagis@sid.hhsdc.ca.gov](mailto:gtakagis@sid.hhsdc.ca.gov).